MINNESOTA DEPARTMENT OF HEALTH

Face Sheet

Grant Application For

ASSIST Tobacco-Use Prevention

1. Applicant Agency (with which grant contract is to be executed)

Legal Name	Address	Phone
The PARENTING RESOURCE CENTER, Incorporated	1900 NW Eighth Avenue, Box 505 Austin, Minnesota 55912-0505	507/433-0692 or: 1-(800) 247-5039, EXT# 692-8am - 4pm

2. Director of Applicant Agency

Name/Title	Address	Phone
Norma Klaehn, Director	same as above	same as above ( )

3. Fiscal Management Officer of Applicant Agency

Name/Title	Address	Phone
Norma Klaehn, Director	same as above	same as above ( )

4. Operating Agency (if different from number 1)

Name/Title	Address	Phone
		( )

5. Contact Person for Operating Agency (if different from number 2)

Name/Title	Address	Phone
		( )

6. Contact Person for Further Information on Application (if different from number 5)

Name/Title	Address	Phone
		( )

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7. Copies of this application have been sent to the following Community Health Boards for review:

Community Health Board(s) -- N/A if the Board is the Applicant	Agency Name(s)	Date sent
	Mower County Community Health Board; Attn: Margene Gunderson, Community Health Administrator, Mower Co. Dept. of Public Health 1005 North Main Street, Austin, MN 55912	June 15,1993

8. I certify that the information contained herein is true and accurate to the best of my knowledge and that I submit this application on behalf of the applicant agency.

Signature of Director of Applicant Agency	Title	Date
Norma Klaehn	Director, PARENTING RESOURCE CENTER, INC.	June 15, 1993

HF-01274-03 (10/92)

Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

MINNESOTA DEPARTMENT OF HEALTH

PROJECT INFORMATION FOR

ASSIST Tobacco-Use Prevention

1. **Project Information:**

APPLICANT AGENCY: The PARENTING RESOURCE CENTER,INC.			
BEGINNING DATE	END DATE	PROJECT FUNDS REQUESTED Year 1	Year 2
October 1, 1993	September 30, 1994	$2,500.00	NA
SERVICE AREA (City, County, or Counties) Mower County, Minnesota		LOCAL MATCH PROVIDED Year 1	Year 2
		$1,212.00	NA
		MN TAX I.D.# 521-0595	
		FED. I.D.# (If applicable) 41-130-7920	

2. **Non-Profit Status:**

501.C3 Copy Attached: Yes XX Not Applicable _____

3. **Evidence of Workers' Compensation Insurance:**

Attached: Yes XX No _____ Not Applicable _____

4. **Affirmative Action:**

The agency has a certificate from the Commissioner of Human Rights, pursuant to M.S. 363.073:

Attached:

Yes _____ No XX Not Applicable Because:

XX (a) Total Contract is $50,000 or Less

XX (b) Agency Has 20 or Fewer Full-Time Employees

_____ (c) Units of Local Government

_____ (d) Indian Reservation

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Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

Internal Revenue Service

Department of the Treasury

District
Director

316 N. Robert St St Paul, Minn 55101

Person to Contact Records Unit

Telephone Number: 725-5908

Refer Reply to

Date September 16, 1982

Parenting Resource Center
P.O. Box 505
Austin, Minn. 55912

This letter is in response to your recent inquiry regarding the Federal tax exempt status of Parenting Resource Center .

Records in this office indicate your organization was granted exempt status under Section 501 (c)(3) of the Internal Revenue Code on December of 1977.

Thank you for your cooperation in this matter.

Very truly yours,

C.D. Switzer
District Director

2023766208

Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

STATE OF MINNESOTA
DEPARTMENT OF REVENUE
Mail Station 4450
St. Paul, MN 55146-4450

PARENTING RESOURCE
CENTER INCORP
PO BOX 505
AUSTIN MN 55912-0505

MAY 25, 1993

ACCOUNT NUMBER: 5210595

Re: Inactivating your sales and use tax account

Our records show that you've been filing sales and use tax returns with no sales and no tax due. If you have no taxable retail sales, and have no purchases subject to use tax, you may not need a sales tax permit and may not need to file returns. In an effort to save both of us the time and expense involved in processing returns, we are planning to ***inactivate your account***. Please review the following criteria explaining who needs a sales tax permit.

You need a sales and use tax permit if any of the following apply to your business:

- You make **retail sales** in Minnesota.
- You have **use tax** to report.
- You have been issued a **Motor Carrier Direct Pay Certificate**.
- You own aircraft that is leased.
- You have been issued a **Direct Pay Permit**.
- You are a hobbyist or collector who makes taxable sales at various locations and shows.

If any of the above apply to you, you must indicate which applies to you on the lower portion of this letter and return it to us within ten days.

If you have sales or use tax to report for this year, or think your account should remain active for some other reason, please explain below and return to us within ten days. If, after reviewing your response, your account is kept active, you will receive your annual return as usual.

If you do not respond to this letter, your account will be inactivated and you will not receive any more sales and use tax returns.

If you begin making taxable sales or purchases subject to use tax in the future, you may reactivate your account by contacting the Taxpayer Information Office. Call 612-296-6181 or toll free 1-800-657-3777.

(Detach here)

PARENTING RESOURCE

ACCOUNT NUMBER: 5210595

Response: _____

_____

Phone ( )

Mail your reponse to the address shown at top of page.

4450

ST-105 (REV. 5/91)
tas

AN EQUAL OPPORTUNITY EMPLOYER

2023766209

Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

EVIDENCE OF COMPLIANCE

State law forbids the Commissioner of Health from entering into any grant contract until the Commissioner receives acceptable evidence of compliance with workers' compensation insurance coverage requirements from the grantee. The exception to this requirement is a self-employed grantee who has no employees. An employee, as defined by M.S. 176.011, subd. 9, is any person who performs services for another for hire, including minors and family members.

If you do not fall within the exception and you wish to enter into a grant contract with the Commissioner of Health, you can furnish acceptable evidence of compliance with workers' compensation coverage in any one of the following four ways:

1. Attach a certificate of insurance (supplied by your workers' compensation carrier) to this Exhibit; or

2. If you are self-insured, attached a written order from the Minnesota Commissioner of Commerce allowing you to self-insure to this Exhibit; or

3. If you are self-insured and you are a state agency or a municipal subdivision of the state, pursuant to M.S. 176.181, subd. 2, and are not required to obtain a written order from the Commissioner of Commerce, circle this entire item and sign and date the form below in the space provided; or

4. Fill in the information for each item below and sign in the space provided:

   (a) Name of Grantee's Insurance Carrier:
   First Insurance - Austin
   Attn: Ted W. Anderson
   PHONE: 507/433-2311

   (b) Address of Grantee's Insurance Carrier:
   301 North Main Street
   Post Office Box 457
   Austin, Minnesota 55912-0457

   (c) Grantee's Insurance Policy Number:
   20-000327-05 (Liability & Fidelity)
   04-001246 - 10 (Workmen's Comp. - Assoc. File # 19690)

   (d) I affirm that all the employees of Parenting Resource Center, Inc. (Grantee's Name) are covered by the workers' compensation insurance policy listed above.

Signed by: [signature]
Norma Klaehn,
Title: Director, PARENTING RESOURCE CENTER, INC.
Date: June 15, 1993

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Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

Minnesota Workers' Compensation Assigned Risk Plan

Standard Workers' Compensation & Employers' Liability Policy

Contract Administrator

Berkley Administrators

P.O. Box 59143 Minneapolis, Minnesota 55459-0143

Phone (612) 544-0311

INFORMATION PAGE

1. The Insured:

PARENTING RESOURCE CENTER INC

P.O. BOX 505
AUSTIN MN 55912

Policy No. 04-001246-10
Association File No. 19690
X Individual Partnership Corporation or

Other workplaces not shown above:

2. The policy period is from 12:01 a.m. 12/23/1992 to 12:01 a.m. 12/23/1993 at the insured's mailing address.

3. A. Workers' Compensation Insurance: Part One of the policy applies to the Workers' Compensation Law of the states listed here: Minnesota.

B. Employers Liability Insurance: Part Two of the policy applies to work in each state listed in item 3.A.
The limits of our liability under Part Two are: Bodily Injury by Accident $100,000. each accident
Bodily Injury by Disease $500,000. policy limit
Bodily Injury by Disease $100,000. each employee

C. Other States Insurance: Part Three of the policy applies to the states, if any, listed here:

D. This policy includes these endorsements and schedules: WC 00-04-03, WC 22-05-01, WC 00-04-14

4. The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All information required below is subject to verification and change by audit.

PREMIUM BASIS ESTIMATED TOTAL ANNUAL REMUNERATION	RATES PER $100 OF REMUNERATION	CODE NO.	ENTRIES IN THIS ITEM, EXCEPT AS SPECIFICALLY PROVIDED ELSEWHERE IN THIS CONTRACT; DO NOT MODIFY ANY OF THE OTHER PROVISIONS OF THIS POLICY.	ESTIMATED ANNUAL PREMIUM
88502.	0.80	8868	COLLEGE OR SCHOOL:PROF EES & CLERICAL	708.
			Manual Premium	708.
			Experience Modification N/A	708.
			9885 Credit / Debit Plan 0.90	<71.>
			Expense Constant	85.
			Estimated Annual Premium	722.
			Initial Payment	722.

*Agency Name and Address

F-410986952 36.10

STRIFERT REYNEN CAPR
203 N MAIN BOX 678
AUSTIN MN 55912

Min. Premium 105.

DATE 10/09/1992

AUTHORIZED REPRESENTATIVE

WC-00-00-01

BA 313 CG (4/92)

20237662 11

Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

ACORD CERTIFICATE OF INSURANCE

SET TAB STOPS AT ARROWS

ISSUE DATE (MM/DD/YY): 2/10/93

PRODUCER

First Insurance Austin
301 N. Main St.
P.O. Box 457
Austin, MN 55912
507-433-2311

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

Independent School District #492
202 4th Ave. NE
Austin, MN 55912

COMPANIES AFFORDING COVERAGE

COMPANY LETTER A	MN School Boards Association Insurance Trust Property & Casualty Plan
COMPANY LETTER B	
COMPANY LETTER C	
COMPANY LETTER D	
COMPANY LETTER E	

COVERAGES

THIS IS TO CERTIFY THAT POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH POLICIES.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIABILITY LIMITS IN THOUSANDS	EACH OCCURRENCE	AGGREGATE
A	GENERAL LIABILITY X COMPREHENSIVE FORM X PREMISES/OPERATIONS X UNDERGROUND EXPLOSION & COLLAPSE HAZARD X PRODUCTS/COMPLETED OPERATIONS X CONTRACTUAL X INDEPENDENT CONTRACTORS X BROAD FORM PROPERTY DAMAGE X PERSONAL INJURY	20-000327-05	07/01/92	07/01/93	BODILY INJURY	$	$
					PROPERTY DAMAGE	$	$
					BI & PD COMBINED	$ 1,000	$ 1,000
					PERSONAL INJURY		$
A	AUTOMOBILE LIABILITY ANY AUTO X ALL OWNED AUTOS (PRIV PASS) ALL OWNED AUTOS (OTHER THAN PRIV PASS) HIRED AUTOS NON-OWNED AUTOS GARAGE LIABILITY	20-000327-05	07/01/92	07/01/93	BODILY INJURY (PER PERSON)	$	
					BODILY INJURY (PER ACCIDENT)	$	
					PROPERTY DAMAGE	$	
					BI & PD COMBINED	$ 1,000	
A	EXCESS LIABILITY UMBRELLA FORM X OTHER THAN UMBRELLA FORM	20-000327-05	07/01/92	07/01/93	BI & PD COMBINED	$ 1,000	$ 1,000
	WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY				STATUTORY		
						$ (EACH ACCIDENT)	
						$ (DISEASE POLICY LIMIT)	
						$ (DISEASE-EACH EMPLOYEE)	
A	OTHER: Fidelity	20-000327-05	07/01/92	07/01/93	$50,000 Blanket Fidelity covers employees of the District.		

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

The County of Mower, its officers, agents and employees are a Plan Participant (Additional Insured) under the contract but only for those programs supported by grants through the Board of Health, Mower County.

CERTIFICATE HOLDER

ATTN: Margene Gunderson
Public Health Office
1005 N. Main St.
Austin, MN 55912

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES

AUTHORIZED REPRESENTATIVE

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7) Campus authorities will assist in preserving for a sexual assault complainant or victim materials relevant to a campus disciplinary proceeding.

8) At the request of the sexual assault victim, campus officials must, in cooperation with the appropriate law enforcement authorities, assist in shielding the victim from unwanted contact with the alleged assailant including transfer of the victim to alternative classes or alternative college-owned housing, if alternative classes or housing are available or feasible.

AFFIRMATIVE ACTION ADOPTED DECEMBER 10, 1992

A. Policy

It is the policy of Minnesota Riverland Technical College to undertake and maintain a program of affirmative and positive action:

1. To assure that equal employment opportunities are made available on the basis of individual qualifications;

2. To encourage all persons, without regard to race, creed, color, gender, sexual preference, national origin, age, marital status, status with regard to public assistance, religion, or disability to seek employment with District #2501 and,

3. To prohibit discrimination in our educational programs and activities. In carrying out this policy, the District recognizes that:

   a. It must guarantee equal employment opportunity;

   b. It must undertake aggressive recruitment, provide comprehensive in-service training programs; and

   c. It must take measures to eliminate any discriminatory practices in student body assignment, courses, counseling services and extra-curricular activities.

LEGAL REF.: Educational Amendments of 1972 Title IX

To achieve these ends, the District will ensure that all personnel activities, including recruitment, District sponsored in-service training and tuition assistance, social and recreational programs, and all student body activities including admissions and treatment of students in educational, recreational and extra curricular programs will be administered without regard to race, creed, color, gender, sexual preference, national origin, age, marital status, status with regard to public assistance, religion, or disability. In addition, the District will periodically review (and as necessary, revise) personnel qualifications, standards, policies, and procedures to the end that discriminatory practices will not be permitted to develop within the framework of, and within the day-to-day interpretations of existing personnel and student

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Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

policies and procedures. In addition, District procedures will include submitting position vacancies to minority publications/agencies.

GRIEVANCE PROCEDURE

ADOPTED DECEMBER 10, 1992

It is the policy of District #2501 that all grievances shall be resolved quickly and at the lowest possible level. The use of this procedure is not required if the grievant(s) prefers other alternatives such as the Office of Civil Rights (OCR), Commission of Human Rights, Equal Employment Opportunity Commission (EEOC), or the courts. Hearings and conferences under this procedure shall be conducted at a time and place which will allow a fair and equitable opportunity to all persons.

A. Objectives and Definitions

This grievance procedure is established as an orderly means for considering and resolving grievances centered around an allegation(s) of discriminatory acts based upon race, creed, color, gender, sexual preference, national origin, age, marital status, status with regard to public assistance, religion, or disability within Minnesota Riverland Technical College, District #2501, and is available to all students and employees of this institution/District.

The word, "grievance," shall be defined as a complaint or disagreement raised by a student or employee against the appointing authority over alleged violations or misapplications of the specific conditions and requirements of the established District/institution policy and the federal and state laws prohibiting discrimination.

The word, "supervisor," shall be defined as any authoritative figure who is directly involved/connected with the grievance or grievant(s).

The term, "work days," shall mean the days Monday through Friday, exclusive of holidays.

B. Time Limits

All participants shall adhere to the time limits prescribed for each level. Failure by the administration at any step of the procedure to communicate the decision on a grievance within the specified time limit shall permit the grievant(s) to proceed to the next step. Failure on the part of the grievant(s) to appeal the decision to the next step within the specified time limits shall be deemed to be an abandonment of the grievance.

C. Right to Representation

Grievant(s) will have the right to be represented.

D. Right to Present Witnesses and Evidence

Grievant(s) shall be allowed to present the grievance with relevant evidence and pertinent witnesses. Both parties shall have the opportunity for hearing and questioning witnesses.

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Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

PROJECT NARRATIVE

The PARENTING RESOURCE CENTER, INC., Austin, Minnesota, is applying for a coalition in a secondary intervention region grant. Mower County, population of 37,385, is geographically located at the south-centeral border of Minnesota. The City of Austin has a population of 21,907. There are 12 out-county cities, ranging in population from 83 to 967 persons. The Mower County 1990 Census shows a 56% minority growth in the last 10 year period: a) .19% Black; b) .14% Native American/Indian/Eskimo/Aleutian; c).79% Asian or Pacific Islander; d) .66% Hispanic. Twenty-six percent of the population is under 18 years of age. In 1989; the median household income was $23,763.00.

The PARENTING RESOURCE CENTER, INC. has functioned as the coordinating agency for the Mower County CHEMICAL HEALTH TEAM since 1990. This comprehensive, multi-disciplinary chemical abuse prevention team meets monthly; as of May,1993, 60 individuals representing 33 community agencies/ organizations have been actively involved in monthly networking. Periodic task forces involve another 50 people during the year. There is a monthly mailing list of over 250 community leaders. Agencies/organizations actively participating in the coalition include: Court Administration, Court Services, local newspaper, Social Services, Austin police Department, Austin Public Schools, Parenting Resource Center, Inc., Child Care Resource & Referral, Veteran's Administration, American Cancer Society-Mower Co. Unit, Protestant clergy, Catholic parishes, Christian youth ministries, Community Education, Victims Crisis Center, Rochester newspaper media, Rochester TV media, Private Industry Council, University of Minnesota-county extension service, St. Olaf Hospital Chemical Dependency Unit, Southland Public Schools, River Trails Girl Scouts Council, Spamland Boy Scouts, Mower Co. Public Health Service, St. Olaf Mental Health Center, Association for Retarded Citizens/Arc-Mower County, and the YMCA. Out-county communities of Hayfield, Dexter, Lyle, Elkton, Rose Creek, Adams, and Brownsdale are represented. Five Austin youth and five Southland youth participate regularly in monthly meetings during the school year. We are pleased to have Hispanic representation.

The ASSIST Coalition Grant will enable the existing multi-disciplinary comprehensive networking team to strengthen its goal to reduce youth tobacco access and availability within the county, as well as influence public policy to change the community environment by advocating and reinforcing tobacco-free community norms. The Coalition will address the following objectives in support of its tobacco-use prevention use **goals:**

- **promote available tobacco-use prevention education information/materials/programs in networking sessions and through local media channels;**
- **promote tobacco-use prevention campaigns, such as D-Day and New Year's in networking sessions and through local media channels**
- **promote and support local tobacco control activities/ordinances through cooperative efforts with local law enforcement officials and city government**
- **provide media advocacy training to coalition participants**
- **provide training in tobacco-use cessation counseling**
- **participate in state-wide ASSIST networking**

The results of coalition efforts will be **evaluated** through:

- data documentation
  - numbers and attendance at Mower Co. CHEMICAL HEALTH TEAM monthly meetings
  - numbers involved in action task forces
  - agencies/organizations involved in tobacco-use prevention meetings/task forces
  - media contacts/coverage in newspapers/TV/radio
  - numbers involved in tobacco-use cessation counseling training
  - number of juveniles petitioned to court on petty misdemeanor tobacco offenses according to Austin education and enforcement liaison program
  - number and results of tobacco "sting operations" conducted in Austin/Mower County by law enforcement officials
- grant-end group process evaluation/brain-storming session(s) focused on goal process and achievement
  - Mower Co. CHEMICAL HEALTH TEAM - Parenting Resource Center, Inc. staff

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Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

STATEMENT/RATIONALE OF NEED

A 1992-1993 goal of the Mower County CHEMICAL HEALTH TEAM has been to reduce youth tobacco access and availability by promoting the consistent enforcement of drug use ordinances and laws. Because the team members believe tobacco is a "gateway drug," they have been very pleased to join forces with MN COALITION FOR A SMOKE-FREE SOCIETY 2000.

The Chemical Health Team is fortunate to have active involvement of the public school police liaison officer and the city's major DARE police officer. There has been a focused effort by these two men to curb juvenile smoking on high school property by consistently issuing citiations and accessing fines. The Chemical Health Team has supported their efforts through community networking and promoting newspaper, radio and television coverage of the risks of adolescent use of tobacco and the positive results of combined education and the consistent enforcement of laws. The incidence of minors smoking near school poperty has decreased 75% during the last three years.

In October, 1991, city law enforcement officials conducted "sting operations" to check tobacco sales to minors in Austin, Minnesota--14 out of 14 operations sold to minors; all were given warnings. In the Spring of 1992, city law enforcement conducted a second "sting operation"; four of the 13 stores were charged with illegal sales. Officers made charges at the time of each sale and it is known that the first stores charged called the other area stores to forewarn them.

On November 12th, 1992, a task force meeting was held to determine how to use new education/training materials from the MN COALITION FOR A SMOKE-FREE SOCIETY 2000 within the community; personal invitations were given to representatives of law enforcement, city council, county commissioners, public high school and business owners. Law enforcement, city council and public high school representatives attended. The task force evaluation was that juvenile smoking is seen as a "school problem," which the task force believes is inaccurate and unfair. It is the responsibility of the community to create a healthy environment for children and youth. Adults determine advertising standards, ordinances and laws, as well as their enforcement. The task force determined to pursue model tobacco ordinances adopted by cities such as Saint Paul, Shoreview, Chanhassen, and Roseville, Minnesota in the City of Austin.

The City Council voted on and passed the admendment on the City Tobacco Ordinance at its December 7th, 1992 meeting. Attending in support were representatives from Mower Co. Public Health Nursing, the American Cancer Society-Mower Co. Chapter, and concerned parents. The Amendment to the Austin City Tobacco Ordinance became effective December 21st, 1992. The amendment holds the store employer responsible for any violation of tobacco sales to minors with the consequence of suspension/revocation of the Tobacco License (3 days; 30 days; and 1 year within a two-year period) and a minimum of a $250.00 fine.

However, there is still tobacco-use prevention to be done. Minors continue to have easy access to alcohol within the county. The 1992 MN Student Survey for Austin indicate that 31% of the 12th Grade females and 17% of the 12th Grade males admit to using cigarettes daily. In March, 1993, law enforcement conducted a "sting operation," in which 3 out of 4 tobacco retailers violated selling to minors.

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Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

COMMUNITY/ORGANIZATION RESOURCES

The PARENTING RESOURCE CENTER, INC. is fortunate to have an excellent working relationship with city and county law enforcement and county public health department personnel. Local radio stations and newspaper give increasing coverage to prevention information and events. The coordinator of the Mower Co. CHEMICAL HEALTH TEAM writes a weekly positive prevention column, **Parents Network**, for the local newspaper, which has a circulation of 9,000. A local radio station provides regular air time for prevention issues on **Contact**, a 5-minute interview spot. The American Cancer Society-Mower Co. Unit has active representation on the monthly networking team and is willing to provide assistance in developing tobacco-use cessation counseling training. MN COALITION FOR A SMOKE-FREE SOCIETY 2000 has given educational and technical assistance to the PARENTING RESOURCE CENTER, INC. for two years.

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Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

AGENCY SERVICES OF COMMUNITY/ORGANIZATION

The PARENTING RESOURCE CENTER, INC. is a **non-profit** county agency established in 1977 to *serve the needs of parents and care providers.* ***Parenting*** *is one of the* ***most difficult careers;*** *it is one of* the tasks for which we are generally **least prepared.** As a matter of **primary prevention of the emotional and social problems of later life, parenting education is a long-neglected endeavor.** Our purpose is to support, encourage and education parents and care givers, enabling the present and future generations to become productive and fulfill their role in a healthy society.

The Center provides classes and programs, information and referrals, and has grown to include a comprehensive resource library containing approximately **7,500 volumes, 500 piece audio-visual section,** and an **extensive handout information and a children's library.** There are **10 full- and part-time staff,** 6 of whom live within Austin city limits and 4 live in rural Mower County. Growth in numbers served has been from 60 the first quarter of operation to over **23,000 contacts for 1992;** clientele are from throughout Southern Minnesota and Northern Iowa areas.

The PARENTING RESOURCE CENTER, INC. is **prevention-oriented** and functions within the county as a support to existing organizations/agencies and a **catalyst in the development of new programs/projects.**

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Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

PERSONNEL

The contact person for the **ASSIST Coalition grant** will be the PARENTING RESOURCE CENTER, INC. **assistant director, Maryanne Law,** who also functions as the coordinator for the Mower Co. CHEMICAL HEALTH TEAM as a .375 FTE part of her position. As coordinator, Ms. Law will **devote 144 hours to incorporating ASSIST Tobacco-Use Prevention goals** into networking and action plans, as well as function as the liaison person for the ASSIST PROJECT at the state level.

ML/ca
June 11, 1993

assist.wrl

2023766219

Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

R: REDACTED MATERIAL

Maryanne Law
1404 Third Avenue S.W.
Austin, Minnesota 55912
(507) 437-4710

EDUCATION

Washburn High School, Minneapolis, Minnesota R

Macalester College, St. Paul, Minnesota 1964-1968

B.A. Degree in English, Secondary Education

Graduated Summa Cum Laude and Phi Beta Kappa

Minnesota Vocational Teaching License (Adult Education: Family Life and Parenting) 1982

University of Minnesota

Post-graduate: 6 credit Workshop in Human Relations 1988

Continuing education seminars:

Gerard of Minnesota: Depression in Children and Adolescents 1990
Blended Families
Survivors of Suicide
Post-Traumatic Stress Disorder/Bereavement

Austin Technical College: Family Values - S.E. Asian 1990

Winona State University: Home Visit Introspective 1990

Rochester Community College. Reaching New Volunteer Markets 1990

University of Minnesota: Supporting Children's Social Development-Assessment and Training Materials 1990

Guardian ad litem Training: Freeborn/Mower County Court System (40 hours) 1988

Hazelden Project Inservice-Austin Public Schools 1988

Minnesota Technical Colleges: Consumer and Family Education 1988

University of Minnesota/Rochester. Responding To High Risk Youth 1986

Other workshop topics: 1972-1985

Mental Health in Women/ Family Communication/ Stress/ Anger/ Discipline
Mid-Life Crisis/ Marriage Communication/ Active Parenting
Children and Divorce/ Balancing Work and Family/ Responses to Death

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Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

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WORK EXPERIENCE

Parenting Resource Center, Inc./Austin Technical College	1982-1991
Individual Educational Consultation	
Instructor of Parenting Classes	
Co-ordinator of Parent Aid Project	
Writer/Co-ordinator of Bi-lingual Parenting Tape Series	
Writer/Co-ordinator/Instructor of Kids Koping Program	
Guardian ad litem, Mower County Court System	1988-1991
Child Advocate in CHIPS, custody, paternity cases	
Substitue Teacher, Austin Public School System	1981-1991
6th-12th grade and Austin Technical College	
Parent Facilitator for Early Childhood Family Education (Austin, Minnesota)	1985-1987
Instructor/Co-ordinator of "Adolescent Sexuality: The Role of the Parent" for Southern Minnesota Minnesota Institute of Public Health	1984-1985
English Teacher - 10th, 11th, 12th grade	1971-1972
Marshall County High School, Newfolden, Minnesota	
English Teacher - 10th, 11th grade	1970-1971
Ada High School, Ada, Minnesota	
English Teacher - 11th grade	1969-1970
St. Louis Park High School, St. Louis Park, Minnesota	

VOLUNTEER EXPERIENCE

REDACTED REDACTED

Vision 2000 - City of Austin/Education TAsk Force	1990
AAUW (American Association of University Women)	1980-1988
member/committee chair	
Board of Director of The Discovery Place Child Care Center	1971-1979
Thief River Falls, Minnesota	
Board of Director of Planned Parenthood of Minnesota	1977-1978

REDACTED REDACTED

2/91

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Source: https://www.industrydocuments.ucsf.edu/docs/gxmm0000

BUDGET FORM
ASSIST TOBACCO-USE PREVENTION FUNDS

APPLICANT'S NAME: The PARENTING RESOURCE CENTER, Incorporated

ADDRESS: 1900 Northwest Eighth Avenue, Post Office Box 505,
Austin, Minnesota 55912-0505

PHONE: (507) 433-0692 or toll-free: 1-800-247-5039, ask for EXT # 692 (Hours: 8am - 4pm weekdays)

Expenses beginning October 1, 1993 and ending September 30, 1994.

	AMOUNT	MATCHING FUNDS (@ 50% of total project)
1. SALARIES Cost per Hour X No.of Hours Name and Title Maryanne Law, Assistant Director/PRC		REDACTED
2. TRAVEL	REDACTED	REDACTED (800 mi X .04/mile)
3. MATERIALS/TRAINING		REDACTED
Photocopying (Supplies/Postage)		
Media Advocacy Training		REDACTED
4. CONTRACTUAL	REDACTED	$
"Train-the-Trainer" Smoking Cessation Counseling		
5. OTHER	$	$
TOTALS	REDACTED	REDACTED

Please attach budget justification to this Budget Form.

assist.wri

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BUDGET JUSTIFICATION

1. **SALARIES** Maryanne Law, Coordinator of the MOWER COUNTY CHEMICAL HEALTH TEAM, will devote 144 hours [R] to accomplishing ASSIST coalition grant goals in Mower County. The PARENTING RESOURCE CENTER, INC. will provide [R] support staff time to the ASSIST grant project.

2. **TRAVEL** 800 miles of in-state travel will cover 4 trips to/from the Twin Cities for involvement in: a) ASSIST media advocacy workshop; b) 2 ASSIST state-wide networking meetings, and c) a "train-the-trainers" mileage to the AMERICAN CANCER SOCIETY's ***smoking cessation counseling refresher training.*** The PARENTING RESOURCE CENTER, INC. will match [R] for travel expenses.

3. **MATERIALS/TRAINING** The [R] ASSIST grant expenses in photocopying, supplies and postage during the grant period will be equally matched by the PARENTING RESOURCE CENTER, INC. 7% of the grant funding will be spent for media advocacy for Mower County Chemical Health Team members, which may include: 1) coordinating time, 2) instruction time, 3) publicity, and/or 4) materials.

4. **CONTRACTUAL** A qualified member of the AMERICAN CANCER SOCIETY-Mower County Unit will teach a 3.25 hour "train the trainer" ***smoking cessation counseling session*** REDACTED REDACTED

5. **OTHER** None.

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